

**POLSON RURAL FIRE DISTRICT
BOARD MEETING MINUTES**

Fairgrounds Fire Station No. 1

September 11, 2019

6:00 p.m.

Notice: All meetings for the Polson Rural Fire District Board of Trustees are recorded.

Board trustees present: John Doty, Dick Wunderlich, R. Jack Clapp, Ron Roberts.

Board trustee absent: Fred Nelson, excused.

Staff: Fire Chief Gordon R. Gieser, Secretary/Treasurer Bonnie M. Manicke.

Guests/Visitors: Leanna Fillman, Matt Dougherty, Cynthia Waterman, David Waterman, Alison Meslin, Jane Clapp.

Call to Order {00:10} – Vice-chair Doty serving as Chair called the meeting to order at 6:00 p.m. The Pledge of Allegiance was recited.

Minutes August 14, 2019 {00:46} – **Trustee Wunderlich motion to approve the August 14, 2019 minutes. Trustee Roberts second.** Public comment: none. **Motion passed unanimously by voice vote.**

Communications {01:30} – None

Claims {02:07} – Trustee Roberts reviewed minor claims for Chief Gieser's travel to pick up Wt-310 in Sioux Falls, SD. **Trustee Roberts motion to pay claims. Trustee Wunderlich second.** Public comment: none. **Motion passed unanimously by voice vote.**

TREASURY REPORT FOR MONTH ENDING AUGUST 31, 2019 {03:56} –

Lake County Treasurer reports balanced and updated following meeting.

FUND # 7245 Operating Fund	\$ 71,000.63
FUND # 7244 Voted Levy (5 mills with sunset)	\$ 55,798.23
FUND # 7246 Capital Improvement Fund	\$ 78,098.76
FUND # 7243 Voted Levy Operating Fund	\$.14

Disbursements:

8/23/19 interim checks WT-310 upgrade final payment

Check number 7237 Heiman Fire, Inc. \$59,802.75

Check number 7238 G3 Fire, LLC \$21,074.25

Total \$80,877.00

9/11/19 Check numbers 7239 – 7254, both inclusive \$ 4,685.15

Represents August, 2019 claims

Approved September 11, 2019

Public Safety:

Fire Chief payroll August 2, 16, 30 2019 (gross) \$5,076.93

Employer expense match SS & Medicare \$ 406.14

Quick books processing fee \$ 5.25

Total August, 2019 payroll \$5,488.32

3-pay periods

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Receipts:

Fund #7245 Operating

8/15/19 A101 112998 East Haven Baptist Church Stipend for utilities Apr-Jun \$150.00

Fund #7246 Capital Reserve

8/23/19 A101 113119 Polson Rural Fire Membership Donation upgrade WT-310 \$10,000.00

Transfers:

Journal Voucher pending (Lake County posting)

Transfer from 7246 capital reserve to 7245 operating final payment for WT-310 upgrade
\$80,877.00

Trustee Clapp motion to approve August 31, 2019 treasury report. Trustee Wunderlich second.

Public comment: none. **Motion passed unanimously by voice vote.**

Chair Doty thanked Bonnie for the report.

CHIEF'S REPORT {09:02} –

Capital Project Station #4 36300 Caffrey Road - Chief Gieser reported on a phone conversation with Cole Blackwell. Cole indicated there was a communication issue between Cole and the person receiving the purchase order for the building. Therefore the building did not get into production on time. The current time line is the building will be delivered before the end of September. Chief Gieser reviewed the project time line with Cole. Currently the district has two additional apparatus to house before winter. Truck #316 will be housed in Chief Gieser's RV bay ; while his personal pickup and the district's administrative vehicle will be located outside. The building construction should have progressed a long time ago. Additionally if the board is inclined a phone conversation would be appropriate this evening. The fire chief/building supervisor was discussed during the inception of the project. Currently Chief Gieser is trying to move forward. Trustee Roberts asked if the phone call should be made in open forum. Chief Gieser suggested the communication held in open forum as district business. Trustee Wunderlich commented the contract should have included a project completion date. Currently Cole needs to guarantee the project will be completed. In conclusion, Chief Gieser suggests the board contact attorney Rich Gebhardt. Cole will proceed with electrical power to the building prior to the building arriving. Trustee Clapp suggested the board communicate in writing to Cole requesting a confirmation in kind, the time line and completion of the project. Two payment were issued to Blackwell Enterprises; \$23,525.53 to lock in steel prices, proceed with engineering of building package; and \$55,020 for concrete placement. Chief Gieser will contact Glacier Sand & Gravel to confirm the status of payment for the concrete. The appropriate point of board contact is Chair Nelson. The building contract is with the board. Alison Meslin suggested the board review the contract for penalty clauses. Additionally the performance bond may include a penalty clause. The board has the option to contact Wally Congdon special counsel to Lake County Commissioners. The budget has funds for legal fees. Perhaps the county road department will assist in completing the site preparation. Trustee Clapp suggested the best course being to make it clear and firm to Blackwell Enterprises to complete the project in a timely manner. Chief Gieser reported the district is invested in the project with use of engine #316 for water application during the concrete cuts. The radiant drain issue was a significant set back for the project. In conclusion the board will contact Cole for a completion time line. Chief Gieser and Chair Nelson will send a communication. Cole's reply should be back to the board before September 21st. Chair Doty is requesting a

confirmation order, ship date and construction start date for the building. Chair Doty thanked Chief Gieser for monitoring the project.

Capital Project WT-#310 {28:10} – Wt-#310 is on display following the meeting. The membership added hose during training Tuesday evening. The unit is in operation. The mobile radio upgrade will be completed tomorrow. The lighting and incidental parts will be completed as a work in progress. The projected completion date will be mid October. The unit will be displayed at the Good Shepherd Lutheran Church, Immaculate Conception Catholic Church, and Big Arm Community. The churches provided donations for the project. Chief Gieser is pleased with the outcome and the exceptional quality of the project with stainless steel components, additionally the air primer requires no oil for a priming tank or an electric motor to run is a new state of the art operation. Istate in Missoula will adjust the PTO this week. The two water tenders #310 in service and #311 in progress provide a significant movement forward. Engine #337 will become excess property.

Chief's report is for 30 day operational period {32:07}

Response: 1). Tree across the road Rocky Point Road; 2). Debris fire Lake County Land Fill; 3). Rekindle Lake County Land Fill; 4). Car vs deer 36533 Highway 93; 5). Tree blocking road Rocky Point Road and Rocky Point Lane; 6). Fire alarm 43014 La Bella Lane; 7). Vehicle accident Highway 93 and Caffrey Road; 8). Mutual aid with Chief Cliff Fire for a 2 vehicle crash; 9). Fire alarm 31756 Rocky Shores Lane; 10). Fire alarm 30997 Stone Quarry Drive; 11). Mutual aid call for a structure fire with Chief Cliff Fire; 12). Combine fire 33619 Lariat Lane; 13). Motor vehicle accident Grenier and Back Road; 14). Fire alarm 32362 Masumola Lane; 15). Possible overturned vehicle 39882 Buffalo Bridge Road; 16). Ambulance assist 39795 MT Highway 35.

Administration

A). - Inspect road easement on Early Dawn. The property owner's concern being emergency apparatus cannot operate down the driveway. Mission Valley Power installed the underground power boxes in the road easement. Therefore the property owner contacted rural fire to analyze the situation. The request is to acquire additional operating space for the driveway. The plat map provides a drawing, although the dimensions are not in writing. The request would require the electric utility connections moved. The district does not have the legal means to assist with the request.

B). - File volunteer certificate forms for retirement with PERS FY 2018-2019

C). - Pre-delivery inspection Wt 310 for fire district in Sioux Falls, SD.

Repair and Maintenance

E-313 replace worn piece of draft hose

E-333 replace def tank heater and reset engine codes. Don Aadsen Ford provided the parts; the labor was completed in house.

Transport Wt 310 from Sioux Falls, SD to Polson, MT Chief Gieser transported the unit at a significant cost savings.

Chief Gieser concluded the report and is available to answer questions.

Chair Doty thanked Chief Gieser for the report and the additional service to the district. Chief Gieser commented the operations is cost effective operations for the district taxpayer and moving the department forward.

MEMBERSHIP REPORT {40:00} – Jane Clapp, secretary/treasurer presented the report. Polson Rural Fire membership presents a \$10,000 check to the district for upgrade to Wt-310 is a recent news caption in local newspapers. The news caption is intended to inform the public of the rural projects which contribute to the community and the tax base is maintained at a consistent level. An appeal letter will be sent prior to year end. The membership approved \$6,000 for new radios in conjunction with a grant submitted by Chief Gieser. The finance committee will review the remaining funds for additional purchases. The appeal letter last year addressed equipment and safety. The extractor washer is to provide safe turnout washing of chemicals, etc. The appeal letter this year will address equipment and the new Station Number 4. The wildland response this summer was minimal. Recent training involved new members. The district is fortunate to maintain a volunteer staff. The race track standby was completed for the season. A resolution was passed indicating any purchases for the district must be coordinated with the chief of the department and be presented at two consecutive meetings prior to final approval unless certain circumstances warrant otherwise. The resolution will provide a plan in place for purchases. The washer extractor purchased last year was not evaluated for proper installation. Volunteer Reggie Heiser offered to initiate a plan to install the extractor. Chief Gieser will assist Reggie with the project as needed. Mr. & Mrs. Verner Rose, and new arrival daughter visited and celebrated with cupcakes. Fire Prevention Week October 6-12 with visits to Valley View School and Mission Valley Christian Academy. Family Dinner Night is October 8, 6 p.m. at Station 2 prior to training. The November 5 membership business meeting is scheduled at Station 2. Chair Doty and board members thanked Jane for the informative report.

Old Business: {46:50}

~~~ None ~~~

**New Business:** {47:04} –

**REQUEST DECEMBER MONTHLY MEETING DECEMBER 18TH, 2019 {47:04} -**  
**Trustee Clapp motion to move the regular scheduled December 11<sup>th</sup> meeting to December 18<sup>th</sup>.**  
**Trustee Roberts second. Public comment: none. Motion passed by voice vote. Trustee**  
**Wunderlich abstained.**

Chair Doty asked for additional new business. None was presented.

**Public comment:** {48:21} – Matt Dougherty commented on Wt-310 upgrade. Chief Gieser is accredited with the planning and upgrade to a superior product. Chief Gieser recognized the membership team contributed to the project. During training last night, Matt commented the team building included installing the hose and becoming familiar with the water tender. Trustee Clapp recognizes Gordon's leadership and is a financial positive. Gordon is thankful for the community participation, membership participation, and the board's backing. He brings some talent to the table; although it is a team effort to complete goals. Long term goals include an upgrade interface engine to replace engine #328 at Station 2. The next water tender is scheduled for Station 3. Gordon has connections with the California Department of Forestry which enables equipment screening for the federal government. The goal is to treat all fire stations the same way and move away from the favoritism aspect. Trustee Clapp acknowledges a number of issues have turned around in the two years Gordon has been on board. Alison Meslin commented Gordon can't leave. Chief Gieser's

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tenure with the district is three to four years which is tied to his wife, Kelly employment with Union Pacific Railroad.

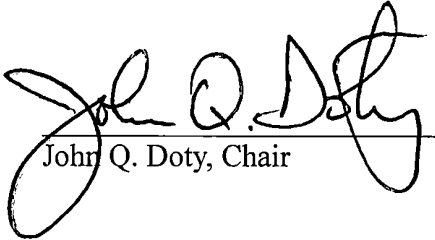
Chair Doty asked for additional public comment. None was presented.


**ADJOURN: {54:34} – Trustee Roberts motion to adjourn. Trustee Wunderlich second.  
Motion passed unanimously by voice vote.**

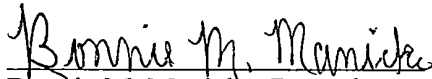
Chair Doty thanked everyone for attending.

**Next regular scheduled meeting October 9, 2019 6:00 p.m. Big Arm Fire Station No. 2**

**ADJOURN: 6:55 p.m.**

  
John Q. Doty, Chair

  
Dick Wunderlich Secretary-Treasurer

  
Bonnie M. Manicke, Recorder

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AGENDA

Polson Rural Fire District Trustees Monthly Meeting

WEDNESDAY, SEPTEMBER 11, 2019 6:00 p.m.

Station No. 1 Fairgrounds Station

25-B Regatta Rd.

Polson, MT 59860

Station 1 Phone 406 883 4244

Website: lakemt.gov/prfd

TRUSTEES MEETING INCLUDES:

REVIEW MINUTES AUGUST 14, 2019

COMMUNICATIONS

REVIEW & APPROVE CLAIMS

TREASURER'S REPORT

CHIEF'S REPORT INCLUDES BLDG & TENDER

MEMBERSHIP REPORT

COMMENT BY RAISING YOUR HAND

BONNIE

BONNIE

CHIEF GIESER & BONNIE

BONNIE

CHIEF GIESER

CHAIR JEFF VEACH

- OLD BUSINESS

COMMENT BY RAISING YOUR HAND

- NEW BUSINESS

COMMENT BY RAISING YOUR HAND

REQUEST DECEMBER, 2019 MONTHLY MEETING ON

WEDNESDAY, DECEMBER 18TH -

TRUSTEE WUNDERLICH

PUBLIC INPUT ON NON AGENDA ITEMS

ADJOURN

ALL RESIDENTS OF THE POLSON RURAL FIRE DISTRICT ARE ENCOURAGED TO  
ATTEND AND PROVIDE HELPFULL COMMENTS.

ALL ITEMS TO BE ON THE AGENDA MUST BE SUBMITTED 10 DAYS IN ADVANCE.

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Interim claims – Capital Project – WT-#310  
08/23/19

| Date      | Account             | Num  | Description      | Memo                                                              | Category                    | Amount    |
|-----------|---------------------|------|------------------|-------------------------------------------------------------------|-----------------------------|-----------|
| 8/23/2019 | #7245 POL RURAL OP. | 7237 | Heiman Fire, Inc | Inv#713877 Pymt #2-FINAL on contract U#310 Flatbed Tanker w/specs | 956 Truck#310 2008 Frtliner | -59802.75 |
| 8/23/2019 | #7245 POL RURAL OP. | 7238 | G3 Fire, LLC     | Inv#3226 Pymt #2- FINAL on contract U#310 Inst & plumb parts      | 956 Truck#310 2008 Frtliner | -21074.25 |
| TOTAL     |                     |      |                  |                                                                   |                             | -80877.00 |

Polson Rural Fire District Fund #7245  
August, 2019 Claims Approved September 11, 2019 mail 9/12/19  
Polson Rural Fire District Fund #7245

| Num  | Description                     | Memo                                                        | Category                                | Amount  |
|------|---------------------------------|-------------------------------------------------------------|-----------------------------------------|---------|
| 7239 | Century Link                    | Acct#411978591 883-4244 Fairgrounds Stn #1 landline         | 317 Phone {Landline} - Fairgrounds Stn  | -63.53  |
| 7240 | City Of Polson                  | Utility Billing Acct 7304 FairgroundsStnFillSpout           | 316 Water Fill Spout - Fairgrounds Stn. | -61.34  |
| 7241 | S Davis & Brown CPAs PC         | Inv#4689 8/14/19 run pyrl w/reports                         | 345 Payroll Accounting FireChiefSalary  | -17.64  |
|      |                                 | Inv#4689 8/15/19 Chief retro pay w/rpts                     | 345 Payroll Accounting FireChiefSalary  | -32.76  |
|      |                                 | Inv#4689 8/20/19 workers comp report                        | 345 Payroll Accounting FireChiefSalary  | -25.20  |
|      |                                 | Inv#4689 8/22/19 volunteer payroll to MT State Fund         | 345 Payroll Accounting FireChiefSalary  | -34.65  |
|      |                                 | Inv#4689 8/28/19 run pyrl w/reports & MT State w/h tax pymt | 345 Payroll Accounting FireChiefSalary  | -28.35  |
| 7242 | Don Aadsen Ford                 | Inv #73691 E#333 reservoir asy                              | 211 Vehicle Repair & Maint Supplies     | -322.14 |
| 7243 | S First Bank Card               | 7/31/19 FeldFire CLLS clappered SiameseValve                | 201 Operating Supplies                  | -319.95 |
|      |                                 | Postage                                                     | 201 Operating Supplies                  | -17.82  |
| 7244 | S Gordon Gieser                 | 8/26/19 lodging Mitchell, SD                                | 333 Travel Reimbursement                | -131.22 |
|      |                                 | 8/25/19 McDonald's Msla                                     | 333 Travel Reimbursement                | -5.20   |
|      |                                 | 8/25/19 Olive Garden Billings                               | 333 Travel Reimbursement                | -15.28  |
|      |                                 | 8/26/19 Whiskey Creek Mitchell, SD                          | 333 Travel Reimbursement                | -33.72  |
|      |                                 | 8/27/19 Ditty's SD                                          | 333 Travel Reimbursement                | -9.07   |
|      |                                 | 8/27/19 Cross Roads Belle Fourche, SD                       | 333 Travel Reimbursement                | -13.96  |
|      |                                 | 8/28/19 Hardee's Hardin, MT                                 | 333 Travel Reimbursement                | -6.78   |
|      |                                 | 8/28/19 Wheat Montana Three Forks, MT                       | 333 Travel Reimbursement                | -9.85   |
| 7245 | S Mission Valley Power          | Location #2806820000                                        | 302 Electricity - Big Arm Station       | -76.43  |
|      |                                 | Location #2876820001;2876820002 {1-security light}          | 302 Electricity - Big Arm Station       | -13.07  |
|      |                                 | Location #2400744000                                        | 315 Electricity - Fairgrounds Station   | -128.90 |
| 7246 | S Mission Valley Security, Inc. | Invoice #18834 on site service call .75 hr                  | 320 Repairs & Maint. Fairgrounds Stn    | -48.75  |
|      |                                 | Invoice #18834 1-Replaced door access card reader           | 320 Repairs & Maint. Fairgrounds Stn    | -93.13  |
| 7247 | S Montana Ace Polson            | Inv 225282708 stihl mtr oil 1/2 gal                         | 201 Operating Supplies                  | -15.99  |
|      |                                 | Inv 225286364 E-308 keys for Big Arm State Park             | 201 Operating Supplies                  | -7.00   |
| 7248 | Montana State Fund              | Policy #03-434961-3 Inv#12852106AddIPremFFPyrlWorkCom       | 506 Worker's Compensation               | -879.15 |

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| Num    | Description                  | Memo                                        | Category                                | Amount   |
|--------|------------------------------|---------------------------------------------|-----------------------------------------|----------|
| 7249   | S North Ridge Fire Equipment | 8' suction hose                             | 211 Vehicle Repair & Maint Supplies     | -24.56   |
|        |                              | 1-2" female cam x barb                      | 211 Vehicle Repair & Maint Supplies     | -8.95    |
|        |                              | 1-2" male cam x barb                        | 211 Vehicle Repair & Maint Supplies     | -4.95    |
|        |                              | 1-running board mount                       | 211 Vehicle Repair & Maint Supplies     | -42.95   |
| 7250   | S Polson Auto Parts, Inc.    | Inv 5477676 rear brake pad E-333            | 211 Vehicle Repair & Maint Supplies     | -87.48   |
|        |                              | Inv 5477676 brake rotor E-333               | 211 Vehicle Repair & Maint Supplies     | -90.38   |
|        |                              | Inv 5477676 1-gal 15w40 E-333               | 211 Vehicle Repair & Maint Supplies     | -59.67   |
|        |                              | Inv 5488129 spark plug E-333                | 211 Vehicle Repair & Maint Supplies     | -7.92    |
|        |                              | Inv 5510853 1-wiper motor pulse board E-314 | 211 Vehicle Repair & Maint Supplies     | -22.99   |
|        |                              | Inv 5514573 1-2.5 def E-333                 | 211 Vehicle Repair & Maint Supplies     | -10.67   |
|        |                              | Inv 551529 1-round mirror freightliner      | 211 Vehicle Repair & Maint Supplies     | -19.12   |
| 7251   | Republic Services            | Acct #3-0889-0014329 Inv #0889-002439623    | 319 Disposal Service - Fairgrounds Stn. | -63.13   |
| 7252   | UPS Store                    | Inv#18840 Notary                            | 330 Newspaper legal notice, advertising | -10.00   |
| 7253   | S Valley Business Systems    | 131A black cart purchased 8/22/19           | 220 Office Supplies                     | -97.00   |
|        |                              | 131A magenta cart purchased 8/22/19         | 220 Office Supplies                     | -125.00  |
|        |                              | 131A cyan cart purchased 8/22/19            | 220 Office Supplies                     | -125.00  |
|        |                              | 131A yellow cart purchased 8/22/19          | 220 Office Supplies                     | -125.00  |
| 7254   | S WEX Bank                   | Truck #314                                  | 210 Gas, Diesel, Oil                    | -72.31   |
|        |                              | Truck #301                                  | 210 Gas, Diesel, Oil                    | -271.73  |
|        |                              | Truck #318                                  | 210 Gas, Diesel, Oil                    | -65.37   |
|        |                              | Truck #328                                  | 210 Gas, Diesel, Oil                    | -49.01   |
|        |                              | Truck #327                                  | 210 Gas, Diesel, Oil                    | -50.69   |
|        |                              | Truck #326                                  | 210 Gas, Diesel, Oil                    | -124.78  |
|        |                              | Truck #323                                  | 210 Gas, Diesel, Oil                    | -101.84  |
|        |                              | Truck #300                                  | 210 Gas, Diesel, Oil                    | -202.44  |
|        |                              | Truck #316                                  | 210 Gas, Diesel, Oil                    | -52.77   |
|        |                              | Truck #333                                  | 210 Gas, Diesel, Oil                    | -197.84  |
|        |                              | Truck #308                                  | 210 Gas, Diesel, Oil                    | -64.71   |
|        |                              | Truck #313                                  | 210 Gas, Diesel, Oil                    | -96.01   |
| TOTAL: |                              |                                             |                                         | -4685.15 |